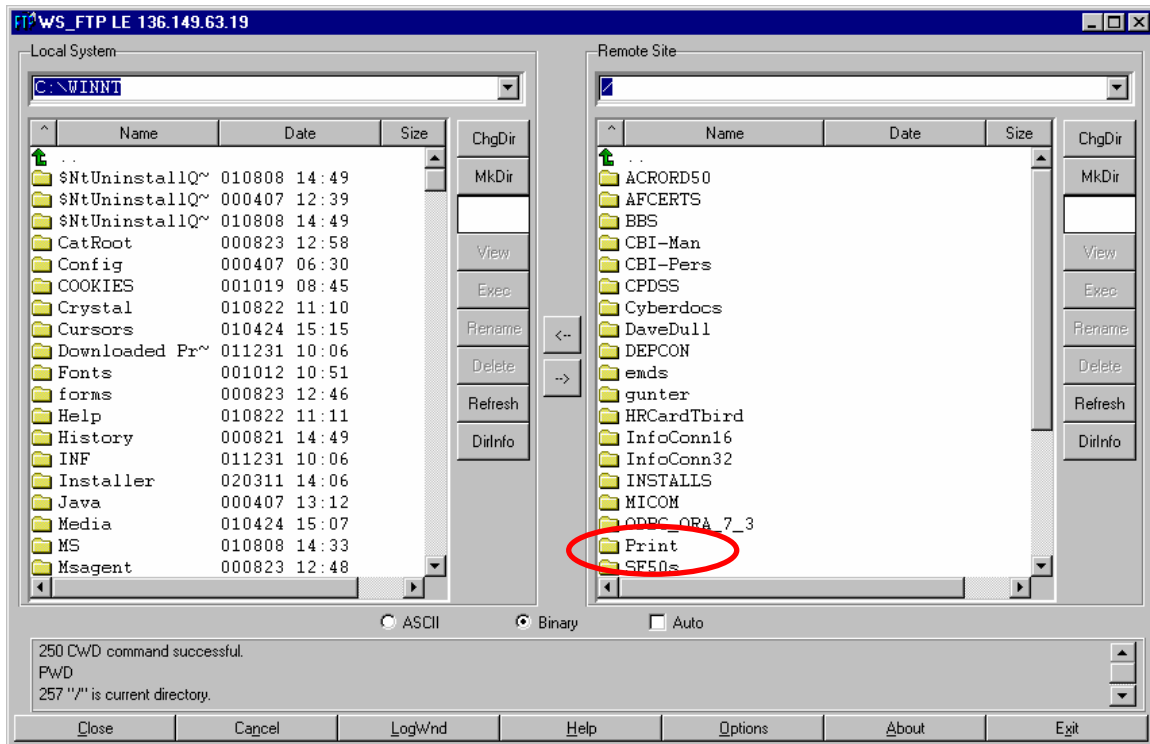# Updating the AQP12A Table
(Bases Only)

Every month, we will place a zipped database containing the tblAQP12A table for you to FTP from NANO. You will need to delete the existing tblAQP12A from your ***2000FOCDATAcsuafdb.mdb*** and import the new table. We will send you a message monthly to let you know when the new file is placed on NANO for your action.
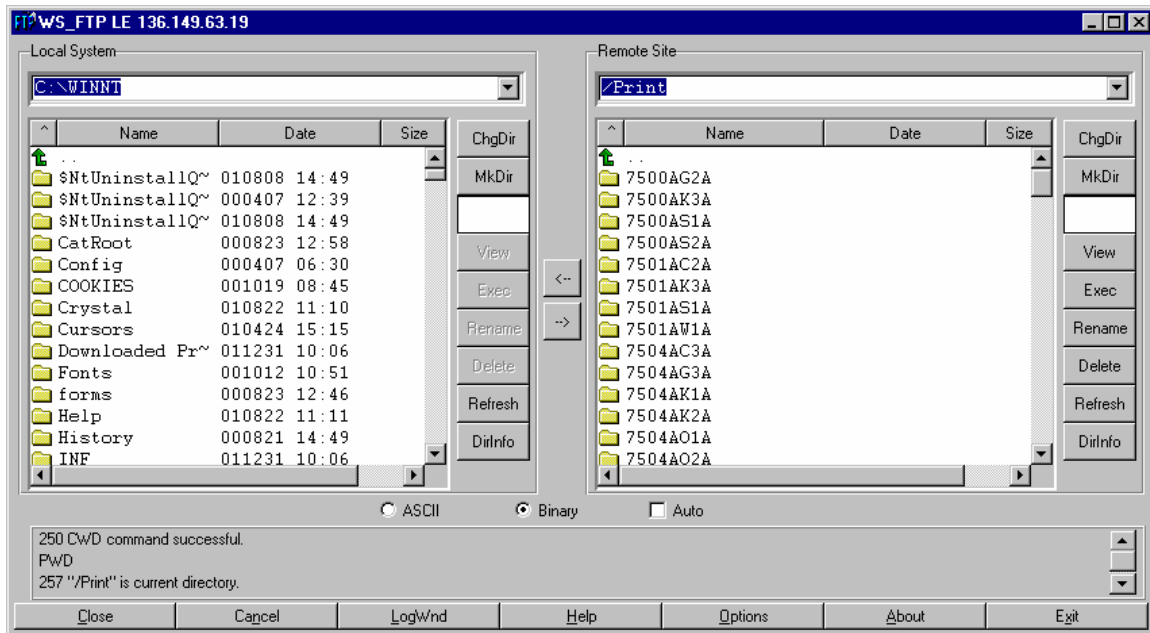
Instructions:
1. Log in to your WS_FTP LE program to retrieve a file from NANO.
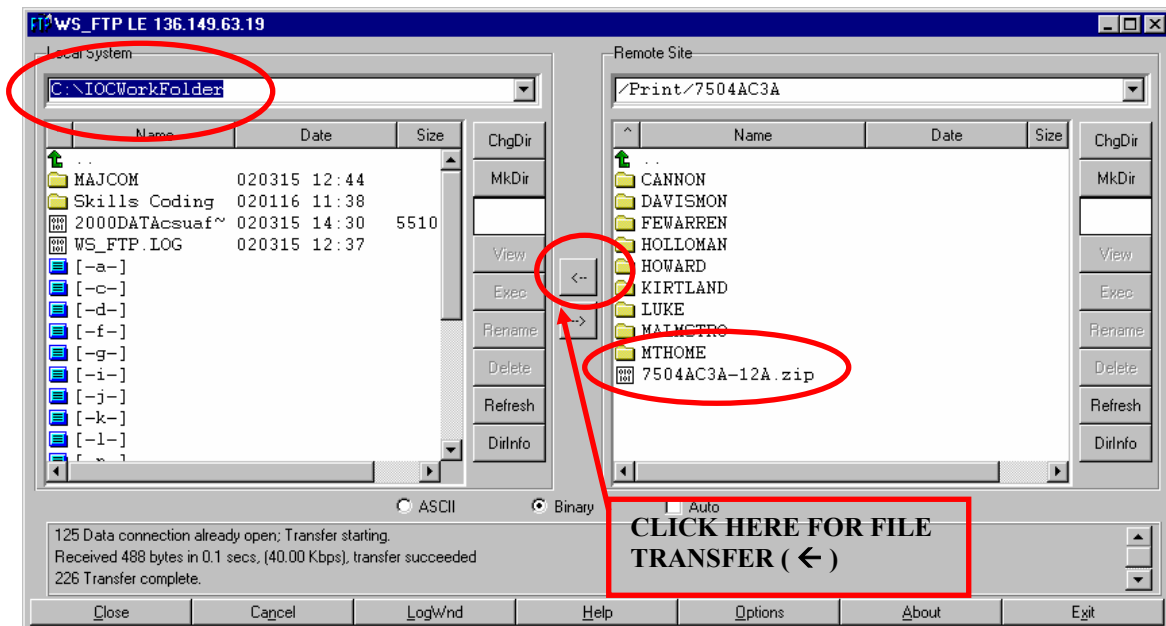

2. Under the "Remote Site" (on the right side of the FTP screen), double-click on **Print**.

3. After double-clicking on Print, you will receive the following screen.

4. Double-click on **your** ALN directory. (For example, if your ALN is 7504AC3A, you will receive the following screen.)

CLICK HERE FOR FILE TRANSFER (←)

5. On the root directory of your ALN, you will find a file named **xxxxxxxx-12A.zip** (where **xxxxxxxx** refers to the ALN your base belongs to). Under the Local System (on the left side of the FTP screen), navigate to your IOCWorkfolder directory. Click on the left-facing arrow (←) to FTP this file.

6. After FTPing the file, exit the WS_FTP LE program.

7. Navigate to your IOCWorkfolder directory and unzip the **xxxxxxxx-12A.zip** database that you just FTP'd. (The file will be named xxxxxxxx-12A.mdb.)

8. Open the database named **2000FOCDATAcsuafdb.mdb** and delete the table named **tblAQP12A**.

9. Import the table named tblAQP12A from the xxxxxxxx-12A.mdb into the 2000FOCDATAcsuafdb.mdb.
    a. In the database named 2000FOCDATAcsuafdb.mdb, go to File → Get External Data → Import.
    b. Select the database named xxxxxxxx-12A.mdb that you just unzipped after FTPing from NANO.
    c. Select the table named tblAQP12A and click on OK.